



11 JUN 20 P3:18

**STATE PROCUREMENT OFFICE  
NOTICE & REQUEST FOR SOLE SOURCE**

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

1. TO: Chief Procurement Officer
2. FROM: James Nakatani, Deputy to the Chairperson, Dept. of Ag  
Department/Division/Agency

Pursuant to HRS §103D-306 and HAR Chapter 3-122, Subchapter 9, the Department requests sole source approval to purchase the following:

3. Description of goods, services, or construction:  
Provide booth space for exhibits at the 2011 State Farm Fair & 4-H Livestock Competition; provide a venue for the youth members of the 4-H so that they can show for competitive judging and offer for sale the animals they have raised according to the rules of the 4-H Livestock Council.

4. Vendor Name: Hawaii State 4-H Livestock Council

Address: 3050 Maile Way  
Honolulu, Hawaii 96822

5. Price:  
\$9,900.00

6. Term of Contract:  
(mm/dd/yyyy) From: July 6, 2011 To: July 11, 2011

7. Prior Sole Source Ref No.  
\_\_\_\_\_

8. Feature: The good, service, or construction has the following unique features, characteristics, or capabilities: The goods and services provided are unique in that the Hawaii State 4-H Livestock Council is the only organization offering livestock training to the youth of Hawaii that involves competition and sale of the animals. The event provides the 4-H members a venue to show, compete and sell the animals they have raised.

9. Essential features. How the unique features, characteristics, or capabilities are essential for the agency to accomplish its work:

The Department of Agriculture recognizes the valuable work of the Hawaii State 4-H Livestock Council to train the youth of Hawaii to raise livestock according to the rules of the industry. Supporting the future workforce of the livestock industry is essential for the HDOA to accomplish its goal to become self-sufficient and move towards sustainability in our food supply.

REQUEST FOR SOLE SOURCE (Cont.)

11. Alternate source. The following other possible sources for the good, service, or construction were investigated but do not meet our needs because: This is the only State Farm Fair and 4-H Livestock Competition for 2011

12. Direct any inquiries to:  
Department: of Agriculture  
Contact Name/Title: James Nakatani, Deputy to the Chairperson

13 Phone Number:  
973-9553  
Fax Number:  
973-9613

Expenditure may be processed with a purchase order/pCard: ☒ Yes ☐ No  
If no, a contract must be executed and funds certified.

Agency shall ensure adherence to applicable administrative and statutory requirements, including HAR Chapter 3-122, Subchapter 15, Cost or Pricing Data, if required.

- 14 *I certify that the information provided above is to the best of my knowledge, true, correct and that the goods, services, or construction are available through only one source.*

James Nakatani  
Department Head Signature

6/14/11  
Date

Reserved for CPO Use Only

15 Date Notice Posted: 6/21/11

Submit written objections to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from the above posted date to: Chief Procurement Officer  
State Procurement Office  
P.O. Box 119  
Honolulu, Hawaii 96810-0119

16. Chief Procurement Officer's comments:

Request is returned with no action required as department has determined that this sole source is compliant with HAR section 3-122-81, No. 1. Department is reminded that this is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply and award is required to be posted on the Awards Reporting System.

As a reminder, individual(s) participating in procurement activities are required to be in compliance with Procurement Delegation No. 2010-01 and Amendment 1, and Procurement Circular No. 2010-05, *Statewide Procurement Training*, as appropriate. Procurement requests submitted to the SPO listing departmental personnel without written delegated procurement authority and the appropriate mandatory procurement training will be returned.

17. ☐ APPROVED ☐ DISAPPROVED ☒ NO ACTION REQUIRED

James Nakatani  
Chief Procurement Officer

6/21/2011  
Date